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28 FEB 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending  
25 February 1972

1. Fitness Report Evaluation: We have started a thorough review of the current literature concerning Performance Evaluation as background for once again evaluating the current Agency's Fitness Report program.

2. Position Management and Compensation:

a. Our review of the Fiscal Year 1972 Staffing Complement for the Office of Computer Services has been completed and a new Staffing Complement was issued. The average grade was maintained and there was no change in the upper-level ceiling at this time. Two positions, though, were placed on the Staffing Complement at GS-13 as deferred allocations to GS-14 pending additional upper-level ceiling.

b. A meeting was held last week with the Chief, Staff Communications Division, Office of Communications on a proposed reorganization and realignment of positions.

3. Summer-Only Program: The following is the current status of the Summer-Only Program:

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Number Applications Received	323
Number Applicants in Process	312
Number Applicants Tested	301

The difference between 312 and 323 represents cancellations and rejections.

25X1A 4. Presidential Classroom: Thirty-three students from the  
25X1A Presidential Classroom attended our second presentation in the auditorium  
on 25 February. The session was conducted by [REDACTED] and  
[REDACTED] of the Office of Training. The interest, attention and  
questions from the student group were comparable to the 18 February group.  
The students were very inquisitive but not hostile. They were attentive  
during the film running, and they seemed to appreciate the information and  
25X1A opportunity to attend such a presentation. [REDACTED] did a fine job in  
handling the questions from the floor.

5. Summer Intern Program: Three additional area studies interns  
were accepted last week for a total of eighteen in the Program. We are  
advising our professional recruiters not to forward any more applications for  
this Program.

6. Retirement Briefing of Members of FMSAC: On 22 February  
representatives of Retirement Affairs Division gave a briefing on retirement  
services to 35 members of FMSAC. The purpose was to acquaint them with  
the range of services the Agency offers in assisting employees in preparing

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for retirement, effecting actual retirements and post-retirement support.

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7. Visit to Army Records Center: [REDACTED] Chief, Reserve Branch/MMPD, visited the Army Records Center in St. Louis to meet with various members of the Center on matters relating to our reserve program. He also met with Brigadier General Prost, the Commanding General, to request assistance in acquiring a machine listing of certain minority group personnel recently released from active duty. He is agreeable to assisting us in this phase of our minority recruitment effort if his superiors have no objections.

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8. Employee Activity Association: The 100 Mile Club for Agency joggers presented a 1000 Mile Award to [REDACTED] Office of Current Intelligence. [REDACTED] is the seventh Agency employee to have received the 1000 Mile Award.

/s/Harry B. Fisher

Harry B. Fisher  
Director of Personnel

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OD/Pers/[REDACTED] dpm (28 Feb 72)